

DODGE COUNTY BUILDING COMMITTEE MINUTES

Administration Building, Room 1A 127 East Oak Street, Juneau, WI 53039

Date: June 7, 2018

Call to order: The meeting was called to order by Supervisor Dennis Schmidt at 5:00 p.m. with the following members present: **Dennis Schmidt, Mark Roesch, Cathy Houchin, Kevin Burnett, Richard Fink.**

Also present: Russ Freber, Director of Physical Facilities; Phil McAleer, Assistant Director of Physical Facilities; Barb Brooks, Administrative Secretary; Jim Mielke, Dodge County Administrator; Dale Schmidt, Sheriff; Jeff Berres, County Board; Kira Sheahan-Malloy, County Board; Doug Ninmann, Dodge County Fair Association

Roll Call and Non-Committee member County Board Attendance.

Public Forum: None

Appearance before the Committee

- **Representative from the Dodge County Fair Association** Doug Ninmann appeared before the Committee to indicate that the Dodge County Fair Association is open for discussion to assume the maintenance/ scheduling responsibilities of the Youth Building, along with a discussion of a lease for the County 4-H use.

Minutes: A motion was made by Mark Roesch and seconded by Kevin Burnett to approve the minutes from the May 7 & 10, 2018 meetings. Motion carried.

Correspondence and Announcements: None

Committee Member Reports: None

Review, Consider, Discuss and Take Action:

Resolution for Security Glass at Administration Building and Henry Dodge Office Building a motion was made by Mark Roesch and seconded by Cathy Houchin to recommend a Resolution for a general fund transfer to the County Board to purchase and install security glass at the Dodge County Administration Building and the Dodge County Henry Dodge Office Building with the amount not to exceed \$41,000.

Security Film for Treasurer's Department Glass the installation cost is \$250.00

Quote for Administration Building Stone Repair from Statz Restoration a motion was made by Cathy Houchin and seconded by Mark Roesch to hire Statz Restoration for Administration Building Stone Repair not to exceed \$19,950. Motion carried.

Price from Monona Plumbing and Maas Brothers for Contingency Fund Transfer for Storm Water Piping at the Dodge County Courthouse a motion was made by Richard Fink and seconded by Kevin Burnett to request to Finance a Contingency Fund Transfer for Storm Water Piping at the Dodge County Courthouse not to exceed \$31,500. Motion carried.

Preliminary Discussion 2019-2024 Capital Improvement Plan

2020 Air Conditioner at the Administration Building \$150,000, Roof Replacement at Dodge County Detention Facility \$1,400,000, Replace 400 ton Air Conditioner Unit at the Dodge County Detention Facility \$250,000, Replace 215 ton Air Conditioner Unit at the Dodge County Detention Facility \$150,000, Replace 185 ton Air Conditioner Unit at the Dodge County Detention Facility \$125,000, Replace Roof at the Courthouse, New Pod.

2021 Replace Parking Lot at the Henry Dodge Office Building \$250,000, Upgrade Public Elevator at the Henry Dodge Office Building \$280,000, Repave Parking Lot at the Dodge County Detention Facility \$800,000, Demo J Pod.

2022 New Parking Shed at the Henry Dodge Office Building \$250,000, New Structure for Storage at the former J Pod.

Update /Discussion on Pod J Emergency Generator Through a maintenance inspection conducted on June 6, it was determined a gasket is leaking causing antifreeze to leak into the oil. Dodge County is renting a generator for 30 days from Total Energy Systems at a cost of \$3,847.60. The Committee will review repair, rental, and possible replacement options at the next meeting.

Pod J Analysis Jim Mielke asked the Committee if there were questions regarding this analysis. He also informed the Committee if there are questions regarding numbers there is an option to obtain assistance from an outside firm to conduct an analysis. The consensus of the Committee is to not incur expenses from an outside consultant.

Potential Detention Facility Addition Jim Mielke presented the Committee with two handouts (2017 and 2018) of Estimate of Probable Construction Costs for the Dodge County Jail Pod Replacement from Potter Lawson.

Preliminary Option/Timeline Dale Schmidt presented a handout to the Committee showing Breakdowns and Comparisons of:

- Cost Estimate for Two Housing Pods and Associated Amenities: Original Estimate (August 2017)
- Single Pod Preliminary Project Cost Estimate – Breakdown of Cost Estimate for Two Housing Pods and Associated Amenities: (June 2018)
- Architectural/Engineering Fees: (For Budgeting Purposes)
- Preliminary Schedule: For Two Housing Pods/One housing pod

Report & Consider Maintenance Operations & Projects:

Russ Freber updated the committee on the projects at the different locations.

Administration Building

Miller Street Parking Lot Curb Repairs Curb and gutter has been replaced. Some landscaping will have to be done.

Security Glass Installation in County Clerk's Office has been installed today.

Other

Dodge County Cemetery Repairs we're moving forward to get monument replaced and pursuing reimbursements as we move forward.

Future Items

J Pod Emergency Generator Cost

Discuss Take Action J pod

Youth Building

The next meeting is scheduled for Thursday, June 28, 2018 at 5:00 p.m. in Room H & I of the Dodge County Administration Building.

Adjournment:

There being no further business to come before this committee, the meeting was adjourned by Supervisor Dennis Schmidt at 6:45 p.m.

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Respectfully submitted,

Cathy Houchin, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.

1 RESOLUTION NO. _____
2

3 **Resolution Closing Dodge County Law Enforcement Center – Pod J**
4

5 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN:
6

7
8 **WHEREAS**, Dodge County maintains comprehensive correctional facilities located in
9 Juneau, Wisconsin, with various pods housing several different classes of inmates; and,
10

11 **WHEREAS**, the Dodge County Law Enforcement Center (“Pod J”) located at 141 N. Main
12 Street, Juneau, Wisconsin, formerly known as the old Dodge County Jail, consists of 108 beds
13 available to house work release inmates and probation holds; and,
14

15 **WHEREAS**, first constructed in 1959, the Dodge County Board of Supervisors authorized
16 renovations over the years to Pod J in order to expand its capacity to the 108 beds currently in use;
17 and,
18

19 **WHEREAS**, the Dodge County Building Committee has studied Pod J, its current utilization,
20 future maintenance costs, mechanical systems, and security needs of the physical structure and
21 infrastructure; and,
22

23 **WHEREAS**, as a result of these studies and analyses, the Building Committee has formed the
24 considered conclusion that Pod J has exceeded its useful life and the upkeep and maintenance costs
25 far outweigh the benefits to keeping the facility open; and,
26

27 **WHEREAS**, the Building Committee recommends a determination that Pod J has exceeded
28 its useful life, the physical structure will not allow for future renovations, the mechanical
29 infrastructure is not worthy of upgrades, and the long-term operational costs will substantially
30 outweigh the benefits of maintaining the structure;
31

32 **SO, NOW, THEREFORE, BE IT RESOLVED**, by the Dodge County Board of
33 Supervisors, on the recommendation of the Building Committee, adopts the findings herein and
34 establishes a closing date of _____ for Pod J; and,
35

36 **BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors respectfully
37 requests the Dodge County Sheriff to develop and implement a transition plan to relocate inmates
38 housed in Pod J so that the facility is vacated no later than _____, or the extension date
39 established by the Dodge County Board of Supervisors; and,
40

41 **BE IT FINALLY RESOLVED**, that the Dodge County Board of Supervisors directs the
42 Dodge County Physical Facilities Maintenance Director to take steps necessary to decommission the
43 building after it is vacated.
44

All of which is respectfully submitted this 17th day of July, 2018.

Dodge County Building Committee:

Dennis Schmidt

Richard W. Fink

Mark E. Roesch

Cathy Houchin

Kevin Burnett

Vote Required: Majority of Members present.

Resolution Summary: A resolution closing Dodge County Law Enforcement Center – Pod J by _____.

1 RESOLUTION NO. _____
2

3 **Resolution Opposing an Addition to the Dodge County Detention Facility**
4

5 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN:
6

7 **WHEREAS**, in 2017, an architectural firm, Potter Lawson, developed conceptual plans and
8 preliminary cost estimates for a Jail Pod Replacement and Training, Parking and Storage Facility;
9 and,
10

11 **WHEREAS**, the conceptual plans and cost estimates for the expansion of the jail were
12 presented to the Dodge County Board of Supervisors at its meeting on September 19, 2017; and,
13

14 **WHEREAS**, since that time, Dodge County Committees and staff have developed options for
15 the potential jail expansion and analyzed the same; and,
16

17 **WHEREAS**, on May 7, 2018, the Dodge County Building Committee and the Dodge County
18 Judicial and Public Protection Committee met jointly to receive a presentation by the Sheriff, Chief
19 Deputy, Jail Administrator and Finance Director regarding the revenues and expenditures relating to
20 the operation of the current detention facilities, current jail capacity, inmate classification system,
21 cost to replace Pod J, as well as a proposal to expand the facilities by constructing two additional jail
22 pods and potential construction timeline; and,
23

24 **WHEREAS**, on May 16, 2018, the Dodge County Board of Supervisors received a
25 presentation similar to the presentation described in the preceding paragraph; and,
26

27 **WHEREAS**, the Building Committee, at its meeting on June 7, 2018, was presented with and
28 has considered an alternative proposal to replace Pod J by constructing a single jail pod with
29 approximately 62 beds and a proposal to proceed with design of same by contracting with an
30 architectural firm; and,
31

32 **WHEREAS**, the Building Committee, having received and evaluated the various
33 presentations and proposals, has formed the considered conclusion that it opposes any and all
34 expansion of the Dodge County Detention Facility, but recognizes that the Dodge County Board of
35 Supervisors should make the final determination regarding the extent of jail expansion, if any; and;
36

37 **SO, NOW, THEREFORE, BE IT RESOLVED**, by the Dodge County Board of
38 Supervisors, upon the recommendation of the Building Committee, hereby directs that there be no
39 allocation of funds in the 2019 Budget to support an addition to the Dodge County Detention Facility;
40 and
41

42 **BE IT FINALLY RESOLVED**, by the Dodge County Board of Supervisors that the County
43 Administrator is directed to remove an addition to the Dodge County Detention Facility from the
44 Capital Improvement Plan (2019-2023).
45

All of which is respectfully submitted this 17th day of July, 2018.

Dodge County Building Committee:

Dennis Schmidt

Richard W. Fink

Mark E. Roesch

Cathy Houchin

Kevin Burnett

Vote Required: Majority of Members present.

Resolution Summary: A resolution opposing an addition to the Dodge County Detention Facility.